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ISD News and Views

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Mainframe

Automating CICS Program Copies

A new program library, CICS.HOLDLIB, has been created for staging modules moving from CICS.TESTLIB to CICS.USERLIB. All modules in this library will be copied to production on Friday mornings when the CICS backups are run. A procedure verification was run Friday, May 18 and the library is available for general use as of Monday, May 21. The biggest advantage of this system is being able to stage a program for production and being

able to begin work on the next version without impacting the original changes.

We would still like to receive the Form 72's for documentation purposes until an online request system can be implemented. Simply mark the Form 72 "DOCUMENTATION ONLY". New programs can be staged in this manner, but the Form 72 will still need to indicate that the PPT and/or PCT need to be updated. Eventually an online request system will be implemented for all CICS changes, but until then this solution offers the most flexibility with the same controls as are in place today.

Software packages from other vendors should not be handled via the HOLDLIB. Contact CICS technical support when installing a new package or upgrades to an existing package for the proper procedures to be followed.

The CICS NEWS transaction has been updated to reflect these procedures. If you have any questions or concerns with this process please contact Don Grinsell at 2983.

Microcomputer

New Maintenance Releases for WordPerfect

WordPerfect 5.0 - The Information Center Bureau staff has received a new set of printer diskettes for WordPerfect 5.0. The date of the disks is May 18, 1990.

PLEASE RETURN

Several new printer definitions have been added. Some of interest are: HP LaserJet II D, HP LaserJet III, HP LaserJet IIP (all of which now support the IQ Engineering Super Cartridges 2, 2L, 2LC, 2WP and 2XP).

Some changes on HP laser are: HP LaserJet II D added support for 10 new font cartridges, HP LaserJet III had a problem where shaded background overwrote parts of a tick or double graphic border and/or the graphic figure, when defining non-standard forms text printed off the page and memory for soft fonts was increased to 700 from 350 K.

WordPerfect 5.1 - New Spell and Thesaurus disks dated April 27, 1990 have also been released. This update fixes a problem that caused the system to lock up when doing a phonetic look up on a word not found.

If you would like to get a copy of these new maintenance releases contact Melanie or Irvin of the Information Center Bureau (444-2973).

Upgrading to R:Base 3.0

This article details both Microrim's policy and the Information Systems Division's position on upgrading to R:Base 3.0.

Microrim will sell R:Base release 3.0 for single users, and 5-pack bump disks to allow for multiple R:Base users on a network. Microrim will continue to sell and support R:Base for DOS release 2.11 in the 1-3 user and 6 pack versions.

Network unlimited versions of R:Base will no longer be available.

ISD is recommending that you do not upgrade to release 3.0 at the present time. This is primarily due to memory problems in running the new release. R:Base release 3.0 requires 520K of RAM to run. On many networks, you would not be able to run R:Base while you are logged on to your PC network. However, if you have a VGA or EGA monitor, you can use Microrim's video memory extender to access the memory included on the EGA or VGA video graphics adapters. This will allow you to run R:Base with only 430K available RAM, and solve the memory problem. During our testing, we found that we usually had to reboot the PC after using the video memory extender if we wanted to do any graphics. Network R:Base users who do not have an EGA or VGA monitor cannot upgrade to the new release.

The rest of this article will detail some of the other major items to consider when thinking about upgrading to release 3.0.

R:Base Compiler users may purchase a single R:Base run-time disk for \$25, with an unlimited distribution license. This will allow you to continue to distribute your R:Base applications, since the compiler does not yet work with R:Base release 3.0. Microrim has set a time limit of ordering release 3.0 or the run-time disk by June 30, 1990 to guarantee their current upgrade prices.

A second (and major) consideration in upgrading is the number of applications or databases you have. Release 3.0 of

R:Base includes structural changes to the database, and changes in the language to conform to SQL standards. All existing databases and applications must be converted to release 3.0 using conversion programs provided by Micro-**rim**. **Warning:** if you used any table names, column names, view names, etc. which are now reserved words in R:Base release 3.0, you could be in for a lot of work to convert your databases and applications to release 3.0. If your current databases do not use any 3.0 reserved words, the conversion is fairly simple. A list of R:Base release 3.0 reserved words is available from the Information Center.

A final consideration is the new features of release 3.0. The new user interface is the most noticeable new feature. The pull-down menus and pop-up windows follow industry standards. It's nice, but not necessarily a reason to upgrade.

One new feature we found very useful was the Entry/exit procedure (EEP). EEPs allow you to define field edit procedures which may be executed upon entry to or exit from a field on a form. This gives you far more control and editing capabilities than were possible before during data entry.

Pop-up windows are also a very useful new feature. Pop-up windows may be used to display a selection list of valid values for a particular field on a data entry form. This makes it easy for the user; just highlight the value wanted and press enter. One drawback is that the pop-up windows are only displayed if the shift-F3 keys are pressed simultaneously, which is not a common keystroke and difficult to remember.

If the new features are important for you or required for your applications, you have the option to go ahead with the upgrade. However, since the Information Center is delaying our upgrade to release 3.0, we will not be offering training or support on the new release. We will continue to train and support release 2.xx. If you have any questions, call Jeff at 444-2072.

TRAINING ROOM MOVES TO NEW LOCATION

The Information Services Division is in the middle of a reorganization and subsequent office space moves. Note that all training beginning June 11th through sometime in October will be moved from Room 25 in the Mitchell Building to a new location. Microcomputer training will be moved to the Computer School facilities downtown on the 2nd floor of the Power Block. Enter from the outside stairs on 6th Ave near Hubbard Way (the narrow street between the Power Block and the Parking Ramp). If you have trouble finding the new classroom, stop in at the Computer School at 34 N. Last Chance Gulch for directions. Data network classes will be moved to a location in the Capitol complex. See specific class listings for exact location.

We apologize for the inconvenience this may cause our users. The next issue of News and Views will address our new organizational structure and office and training space.

Training Information

There will be a limit of 12 participants per class, unless otherwise announced. Demonstrations (minis) will have a limit of 20 participants.

The cost of the classes are as follows:

<u>Class Name</u>	<u>Subscriber</u>	<u>Non-Subscriber</u>
Introduction to TSO/SPF	\$ 50.00	\$ 50.00
Introduction to JCL	200.00	200.00
Introduction to Culprit	150.00	150.00
Culprit Programming for IDMS	100.00	100.00
Personal Services/PC	30.00	30.00
Personal Manager	30.00	30.00
Beginning Microcomputer Skills	50.00	70.00
Fundamentals of DOS	50.00	70.00
Intermediate DOS	50.00	70.00
Introduction to WordPerfect 5.0	75.00	105.00
Advanced WordPerfect 5.0	75.00	105.00
Conversion WordPerfect 4.2 to 5.0	50.00	70.00
Introduction to WordPerfect 5.1	75.00	105.00
Advanced WordPerfect 5.1	75.00	105.00
Conversion of WordPerfect 5.0 to 5.1	30.00	40.00
Introduction to Lotus 1-2-3 (Rel 2.2 or 3.0)	100.00	140.00
Advanced Lotus 1-2-3 (Rel 2.2 or 3.0)	100.00	140.00
Conversion of Lotus 2.01 to 2.2	30.00	40.00
Conversion of Lotus 2.01 to 3.0	30.00	40.00
Spreadsheet Design and Documentation	50.00	70.00
Intro. to Macros for Lotus 123	35.00	45.00
Intermediate Macros for Lotus 123	35.00	45.00
Advanced Macros for Lotus 1-2-3	35.00	45.00
Introduction to Lotus 1-2-3 Databases	100.00	140.00
Micro Database Concepts and Design	50.00	70.00
Beginning R:Base for DOS	100.00	140.00
Intermediate R:Base for DOS	100.00	140.00
PFS:Professional File	50.00	70.00
Freelance	50.00	70.00
Using Novell Network	30.00	40.00
Using the IBM PC-LAN	30.00	40.00
Demonstrations	FREE	FREE

Training Calendar

Data Network Classes

July 12 am	State Computer System Orientation - mini
July 13 am	Personal Services/PC
July 13 pm	Personal Manager
July 30	Introduction to TSO/SPF

Microcomputer Classes

June 20 & 21 am	Advanced WordPerfect 5.1
June 25	Fundamentals of DOS
June 26 pm	Conversion of WordPerfect 5.0 to 5.1
July 9	Beginning Microcomputer Skills
July 10 & 11 am	Introduction to WordPerfect 5.0
July 11 pm	Conversion of Lotus 2.01 to 2.2
July 12 pm	Demonstration of OS/2 - mini
July 16 & 17	Advanced Features of Lotus 1-2-3 Rel. 2.2
July 18	Introduction to PFS:Professional File
July 19 & 20 am	Introduction to WordPerfect 5.1
July 24	Intermediate DOS
July 25 & 26	Introduction to Lotus 1-2-3 Rel. 2.2
August 1 & 2 am	Introduction to WordPerfect 5.0
August 3	Fundamentals of DOS

Data Network Classes

USING PERSONAL SERVICES/PC (PS/PC): presented by Irvin Vavruska of the Information Center

DATE: July 13, 1990
TIME: 8:30 am to 12:00 noon
LOCATION: OPI Training Room
1228 11th Ave.
PREREQUISITE: Beginning Microcomputer Skills and experience with either WordPerfect or Displaywrite3

PS/PC allows you to electronically send and receive messages or files. A document created by either WordPerfect or Displaywrite3 can be distributed to any other person also using PS/PC by going through DISOSS on the state's mainframe.

To use PS/PC you must have the Personal Services/PC software, the IBM PC 3270 Emulation Program and adapter, and a coaxial cable or phone line connecting your PC to the mainframe.

PERSONAL MANAGER (PM): presented by Irvin Vavruska of the Information Center

DATE: July 13, 1990
TIME: 1:00 pm to 4:30 pm
LOCATION: OPI Training Room
1228 11th Ave.
PREREQUISITE: Beginning Microcomputer Skills or Basic Terminal Skills

Personal Manager is a calendaring product available through the Division's mainframe. It is used for scheduling meetings (for yourself and others) and vacations, reserving resources like conference rooms, and even taking telephone messages.

INTRODUCTION TO TSO/SPF: presented by Jane Black Eagle of the Information Center

DATE: July 30, 1990
TIME: 8:30 am to 4:00 pm
LOCATION: OPI Training Room
1228 11th Ave.
PREREQUISITE: 3270nd (interactive class on terminal operation)

INTRODUCTION TO TSO/SPF is a hands-on workshop to provide experience using computer terminals and the SPF editor. The SPF editor is an easy-to-learn menu used to enter data and programs into the State of Montana central computer system. Entering data, changing data and submitting programs for execution are covered in detail. Also covered are SPF's utility functions and how to track job output.

This course is essential for state government personnel using terminals tied into the State of Montana central computer. This course is a prerequisite for many other ISD classes.

Microcomputer Classes

FUNDAMENTALS OF DOS: presented by the staff of the Information Center

DATE: August 3, 1990
TIME: 8:30 am to 4:30 pm
LOCATION: Power Block, 2nd floor. Enter from outside stairs on 6th Ave.
near Hibbard way (parking ramp side)
PREREQUISITE: Beginning Micro Skills and/or 3 months micro experience

FUNDAMENTALS OF DOS is intended for microcomputer users who need to know more about controlling their microcomputer through its operating system. Programming experience is NOT required.

Topics to be covered include:

- What is DOS? Why is it necessary to know about it?
- DOS names for peripherals
- File naming
- Special files like CONFIG.SYS
- Internal commands - DIR, ERASE, RENAME, TYPE, COPY and their variations
- External commands - FORMAT, SYS, DISKCOPY, CHKDSK, MODE
- How to interpret batch files
- Backup procedures

INTERMEDIATE DOS: presented by the staff of the Information Center or the Computer School

DATE: July 24, 1990

TIME: 8:30 am to 4:30 pm

LOCATION: Power Block, 2nd floor. Enter from outside stairs on 6th Ave. near Hibbard way (parking ramp side)

PREREQUISITE: Fundamentals of DOS or appropriate experience

This class is designed to follow the Information Center's "Fundamentals of DOS" class. It is not designed for programmers and does not intend to teach all the advanced features of the operating system.

The topics that are covered in "Intermediate DOS" are:

ATTRIB	MODE
DISKCOMP	SELECT
REPLACE	LABEL
JOIN	XCOPY

Other features of the Disk Operating System that will be discussed are:

Filters (FIND, MORE)

Batch File Creation (EDLIN, Batch file commands)

If you have any questions, please contact the Information Center at 444-2973.

Word Processing Classes

CONVERSION OF WORDPERFECT 5.0 TO 5.1: presented by Melanie Coughlin of the Information Center.

DATE: June 26, 1990
TIME: 1:00 pm to 4:30 pm
LOCATION: Power Block, 2nd floor. Enter from outside stairs on 6th Ave. near Hibbard way (parking ramp side)
PREREQUISITE: Beginning Microcomputer Skills, Introduction to WordPerfect

This class is designed for those people with previous experience in WordPerfect 5.0 and are facing WordPerfect 5.1. The class is a hands-on experimenting with the brand new features implemented into the new version and the features that have changed.

INTRODUCTION TO WORDPERFECT 5.0: presented by the staff of the Information Center or the Computer School

DATE: July 10 and 11, 1990
August 1 and 2, 1990
TIME: 8:30 am to 3:30 on first day
8:30 am to 12:00 noon on second day
LOCATION: Power Block, 2nd floor. Enter from outside stairs on 6th Ave. near Hibbard way (parking ramp side)
PREREQUISITE: Beginning Microcomputer Skills

This class is designed for beginning users of WordPerfect 5.0. Experience with WordPerfect 4.2 is not necessary. The class will take the participants through the fundamentals of creating, printing, and editing documents. The new Setup feature will be discussed. Formatting documents as they are created and after creation will be covered. Some of the time saving features such as spell check, merges, block functions and macros will also be covered.

INTRODUCTION TO WORDPERFECT 5.1: presented by staff of the Information Center or the Computer School

DATE: July 19 and 20, 1990
TIME: 8:30 am to 3:30 pm first day
8:30 am to 12:00 noon second day
LOCATION: Power Block, 2nd floor. Enter from outside stairs on 6th Ave.
near Hibbard way (parking ramp side)
PREREQUISITE: Beginning Microcomputer Skills

This class is designed for those users new to WordPerfect 5.1. No prior experience with WordPerfect is necessary. This class will lead participants from the basics (creating, editing and printing. Progressively advanced features (formatting, spell check, block functions and others) will also be covered.

ADVANCED WORDPERFECT 5.1: presented by the staff of the Information Center or the Computer School

DATE: June 20 & 21, 1990
TIME: 8:30 am to 3:30 pm first day
8:30 am to 12:00 noon second day
LOCATION: Power Block, 2nd floor. Enter from outside stairs on 6th Ave.
near Hibbard way (parking ramp side)
PREREQUISITE: Beginning Microcomputer Skills and Introduction to WordPerfect 5.1

This class is geared for the people who are proficient in the basics of WordPerfect 5.1. Topics include footnotes, text columns, sorting, style sheets, master documents, keyboard layout and graphics. Some of the new features will also be covered such as tables, advanced merging and labels.

Spreadsheet Classes

Conversion from Lotus 2.01 to 2.2: presented by the staff of the Information Center.

DATE: July 11, 1990
TIME: 1:00 pm to 4:30 pm
LOCATION: Power Block, 2nd floor. Enter from outside stairs on 6th Ave.
near Hibbard way (parking ramp side)
PREREQUISITE: Beginning Microcomputer Skills and Introduction to Lotus 1-2-3
Rel. 2.01

This class is designed for anyone upgrading from 2.01 to 2.2. Emphasis will be placed on new features of 2.2 worksheets such as:

- referencing data from separate worksheet files
- UNDO feature
- search/replace of formulas or data
- set or reset width of range of columns
- auto creation of backup files
- new setting sheets to display information for printing, graphing, defaults and various database settings

Also covered will be some new graphic enhancements such as:

- legends wrapping to 2 or more lines
- staggering X axis labels
- grouping data (Quick Graph, Multiple graph legends and data labels)

Along with the above, spreadsheet printing using the new Always Add-In package will be experimented with. Class consists of demonstrations and hands-on practice.

ADVANCED FEATURES OF LOTUS 1-2-3, VERSION 2.2: presented by the staff of the Information Services Division

DATE: July 16 and 17, 1990
TIME: 8:30 am to 4:30 pm each day
LOCATION: Power Block, 2nd floor. Enter from outside stairs on 6th Ave. near Hibbard way (parking ramp side)
PREREQUISITE: Beginning Microcomputer Skills and Introduction to Lotus 1-2-3

This course is designed for anyone who is using Lotus 1-2-3 to create spreadsheets for all but the simplest applications. Advanced features include: File linking and multiple worksheet consolidation; use of @ functions; using dates and times within 1-2-3; hiding and/or protection of spreadsheet ranges; advanced global settings and setting sheets and improved graph appearance. Demonstrations of Lotus 1-2-3 Database and Macro functions and many other features not introduced in Introduction to Lotus 1-2-3 will be covered.

Class consists of lecture, hands-on practice, lab work and question and answer period.

Database Classes

INTRODUCTION TO PFS:PROFESSIONAL FILE VERSION 2.0: presented by Jane Black Eagle of the Information Center

DATE: July 18, 1990
TIME: 8:30 am to 4:30 pm
LOCATION: OPI Training Room
1228 11th Ave
PREREQUISITE: Beginning Microcomputer Skills

The PFS:Professional File software is an easy to use file management system.

This course will give the participant hands-on experience creating databases demonstrating the flexibility of this software in storing, retrieving, and updating a large amount of related information.

Free Training

STATE COMPUTER SYSTEM ORIENTATION: presented by the staff of the Information Center

DATE: July 12, 1990
TIME: 8:30 am to 9:30 am
LOCATION: ISD Operations Bureau, Mitchell Bldg NE corner of basement

Introduces the State Data Center's services and capabilities. Includes an overview of ISD's organization, hardware, software and communications network. A tour of the computer center is included.

OS/2 1.2 DEMONSTRATION: presented by Roger Fuchs of the Information Center

DATE: July 12, 1990
TIME: 1:15 pm to 3:30 pm
LOCATION: Power Block, 2nd floor. Enter from outside stairs on 6th Ave. near Hibbard way (parking ramp side)

This demonstration will cover the hardware and software requirement of IBM's Multi-Tasking operating system as well as some of the features that come with the package. Participants will be able to see demonstrations of the LAN Requestor, the Communications Manager, as well as the File Manager that comes bundled with the Extended Edition of OS/2 1.2. There will also be demonstrations on the truly wonderful benefits of the multi-tasking capabilities as well as a question and answer period at the end to tie up any loose ends. All those interest in the powers of OS/2 are encouraged to attend.

ISD CLASS ENROLLMENT APPLICATION

COMPLETE THIS APPLICATION IN FULL AND
RETURN IT TO THE INFORMATION CENTER BUREAU
PRIOR TO THE FIRST DAY OF CLASS

COURSE DATA

Course Requested: _____

Date Offered: _____

STUDENT DATA

Name: _____

Soc Sec Nbr (for P/P/P): _____

Agency & Division: _____

Mailing Address: _____

Phone: _____

How have you met the required prerequisites for this course? Explain giving the class(es) taken, Information Center tutorial(s) completed, and/or experience.

BILLING INFORMATION/AUTHORIZATION

Are you an ISD subscribing agency: _____

ISD Billing Number (5 digits): _____

Authorized Signature: _____

FULL CLASS FEE WILL BE BILLED TO THE REGISTRANT UNLESS CANCELLATIONS ARE MADE THREE DAYS BEFORE THE DATE FOR EACH CLASS.

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